

DEPARTMENT:	Engineering	STATUS:	Temporary Part-time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	Varies*	SALARY:	\$33.24 - \$39.14 per hour + a comprehensive benefits package

We are currently seeking an experienced Animal Services Officer to fill a temporary part-time position, expected to end August 28, 2026. You will perform investigational, regulatory, and custodial work, including the enforcement of animal control regulations and bylaws. Reporting to the Senior Animal Services Officer and the Superintendent - Parking, Towing & Animal Services, your duties will include: capturing and transporting stray, injured, and aggressive animals; responding to public inquiries; patrolling parks; investigating complaints and requests for service, in relation to animal care and control bylaw; educating the public on animal care, welfare, and safety; and participating in court case preparation, attending court and giving evidence.

This position will also provide backfill support in the shelter facility where responsibilities include feeding, grooming, and providing daily care to the animals, cleaning the facility, and clerical duties.

If you have the following characteristics and qualifications, we want to hear from you:

- Completion of Grade 12, or equivalent, supplemented by sound experience related to the work.
- Experience in the care and handling of animals in a professional capacity is **required**, preferably in a shelter environment.
- Preference may be given to those candidates who have completed Animal Control Training certifications through Langara College, Bylaw Enforcement Level 1 through the Justice Institute of BC or a similar course through an accredited institution.
- Thorough knowledge of City animal control bylaw and related regulations.
- Solid knowledge and skill in the methods and equipment used in the care and handling of stray animals.
- Experience handling aggressive and injured animals.
- Demonstrated ability to establish and maintain effective working relationships with the public.
- Ability to use discretion and sound judgment in the work performed.
- Ability to perform all clerical and recordkeeping tasks, handling and depositing cash and maintaining all receipts. Experience with Tempest and Microsoft Suite is preferred.
- Physical ability to perform duties such as lifting and carrying heavy animals and supplies, walking long distances and working in all weather conditions.
- Ability to perform assigned duties under minimum supervision.
- Valid Class 5 BC Driver's License
- Must be able to pass and maintain a clear police information check.

****This position works a non-standard work schedule, including days, evenings and weekends***

Apply with your **cover letter and resume in one document** at www.newwestcity.ca/employment by **March 10, 2025**.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halkomelem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*